

1 July 1981

MEMORANDUM FOR: Director of Personnel

FROM : Deputy Director of Central Intelligence

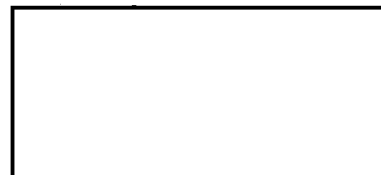
SUBJECT : Personnel Planning

REFERENCE : Your memo to me, dated 11 June 1981,
same subject (ER 81-1139/2)

1. I think you have the core of a good personnel planning process in your referenced memorandum. As we begin this process, however, I would like to use it as an opportunity to return to the basics and spell out what the Agency's broad goals should be in the personnel area. Once we agree on those, the planning process you have outlined will help us work toward those goals.

2. With this in mind, I would like to see a revised version of your paper. Section I could be improved by a broad definition of the goal of this new planning system. It seems to me we want a system that will enable the Agency to acquire and maintain the human resources it needs to perform its mission and to provide employees opportunities to realize their potential. I would then like to see a section added spelling out the Agency's personnel goals, both in terms of accomplishing its mission and providing job satisfaction for its employees. With this framework, the process you have outlined logically follows and can then begin to identify issues and problems.

3. Your people should touch base with the new Agency Planning Staff to ensure that personnel planning is brought into the overall Agency planning effort.



B. R. INMAN
Admiral, U.S. Navy

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